INSTRUCTIONS

DEADLINE FOR SUBMISSION

December 1, 2005

SUBMIT APPLICATION & ATTACHMENTS TO:

Community Forestry Assistant for your area

North Idaho	Southwest Idaho	Southeast Idaho
Garth Davis	**Debbie Cook**	**Gerry Bates**
1726 E. 12th Avenue	4728 North Linda Vista Lane	2445 John Adams Parkway
Spokane, WA 99202	Boise, Idaho 83704	Idaho Falls, ID 83401
509-863-4766	208-378-6576	208-522-5964
garthdavis82@hotmail.com	Deb939@aol.com	gabates@cableone.net

Dear Applicant City:

Enclosed is the 2005 *Tree City USA Recertification application*. Also attached are the application worksheets for Idaho and step-by-step instructions for completing them. Our hope is that using these worksheets will make the application easier to complete while making the information we receive from cities more consistent. Please submit the completed/signed *Tree City USA Recertification application* along with the *completed worksheets* to the appropriate Community Forestry Assistant shown at the top of this page.

One of the great strengths of the **TREE CITY USA** program is that it encourages and recognizes long-term commitment to community forestry. Annual recertification provides an opportunity for each **TREE CITY USA** to review its program and to tell the National Arbor Day Foundation and us just how well your city is doing. Your *Tree City Application for Recertification* is enclosed. Please send the completed application to the Community Forestry Assistant in your area as early as possible, but not later than December 1, 2005. This will allow us sufficient time to review applications and forward them to the State Forester for his signature by the end of December.

When preparing your application, remember to include information for each of the four standards, as listed on the Tree City Application for Recertification. I have enclosed a checklist for your use to assure your application contains the necessary attachments.

As a recertifying Tree City USA, you may also be eligible to apply for the *Tree City USA Growth Award.* Only recertifying Tree City USA's may apply. Submit your completed *Growth Award Application* with your application for recertification. This application has been revised for this year and is also included in this mailing. If you do not qualify to apply for a Growth Award this year, you may want to consider it when planning next year's program.

If you have any questions, please do not hesitate to contact me at 1-800-IDAHO-4-U or communitytrees@idl.state.id.us or the Community Forestry Assistant in your area (as listed above). Thank you for cooperating with the requested December 1st deadline.

Sincerely,

Dave Stephenson

Dave Stephenson
Community Forestry Coordinator

Enclosures: Tree City USA Recertification Application   Tree City USA Recertification Application Checklist
Tree City USA Growth Award Application   Standards Worksheets, Guidelines and Samples

TREE CITY USA
Application for Recertification

Mail completed application with requested attachments to your state forester no later than December 31.
The TREE CITY USA award is made in recognition of work completed by the city during the calendar year.
Please provide information for the year ending.
(Some states require information in addition to that requested on this application. Check with your state forester.)

As_____of the city _____ ,

     (Title -Mayor or other city official)

I herewith make application for this community to be officially recertified as a Tree City USA for_____ , having
achieved the standards set forth by The National Arbor Day Foundation as noted below.   (year)

Standard I: A Tree Board or Department
List board members, and meeting dates for the past year; or name of city department and manager.

_____

_____
_____

Standard 2: A Community Tree Ordinance

     Check one: ☐ Our ordinance as last submitted is unchanged and still in effect.
                            ☐ Our ordinance has been changed. The new version is attached.

Standard 3: A Community Forestry Program with an Annual Budget of at Least $2 Per Capita
Total community forestry expenditures ……………………………………………………………….. $ _____
Community population …………………………………………………………………………… _____
<mark>Attach annual work plan outlining the work carried out during the past year. Attach breakdown of community forestry expenditures.</mark>

Standard 4: An Arbor Day Observance and Proclamation
Date observance was held_____
<mark>Attach program of activities and/or news coverage. Attach Arbor Day proclamation.</mark>

_____   _____   _____
             Signature   Title   Date

Please type or print the following:

	Mayor or equivalent		**City Forestry Contact**
Name:	_____	Name:	_____
Title:	_____	Title:	_____
Address:	_____	Address:	_____
City, State, Zip:	_____	City, State, Zip:	_____
Phone#:	_____	Phone#:	_____

NOTE: Application will not be processed without Standard 3 and 4 attachments.

Certification
(To Be Completed By The State Forester)

_____
                                   (Community)
The above named community has made formal application to this office. I am pleased to advise you that we reviewed the
application and have concluded that, based on the information contained herein, said community is eligible to be recertified as
a Tree City USA, for the calendar year, having in my opinion met the four standards of achievement in urban forestry.

Signed   _____
                         State Forester   Date
Person in State Forester's Office who should receive recognition material:
Name:_____ UPS Address:_____
Title:_____ City, State, Zip:_____
Agency:_____ Phone#:_____

STANDARD #1~ TREE BOARD OR DEPARTMENT

A Tree Board (Committee or Commission) is the group of citizens charged by ordinance to develop and administer a tree management program, for trees on public property, in their community. Instead of having such a Board, some communities have a department, such as a City Forestry Department that fulfills this role.

For Standard #1 please indicate (here or on application):

If Tree Board is responsible for program:

Date Tree Board was established (if first-time applicant): _____

Names of 2005 Tree Board Members:

_____   _____

_____   _____

_____   _____

_____   _____

Dates the Board has met in 2005:

_____   _____

_____   _____

_____   _____

If Department is responsible for program:

Date Department was established (if first-time applicant): _____

Name of Department: _____

Name & Title of person holding position in 2005: _____

_____

STANDARD #2 ~ A COMMUNITY TREE ORDINANCE

Communities are required to have passed a **Tree Ordinance** and to submit a copy of that ordinance with the TCUSA application. First-time applicants should also indicate the date the ordinance was established. Those applying for recertification DO NOT need to attach an ordinance <u>unless</u> it has changed.

For Standard #2 please check appropriate boxes on application and attach copy of ordinance, if required

STANDARD #3~ A Community Forestry Program with an Annual Budget of at Least $2 Per Capita

This standard requires the community show they have a community forestry program that expends at least $2 per capita. To do so, communities must attach their program's 2005 work plan, accomplishment report, and detailed budget that documents fulfillment of the budget requirements.

A list of qualifying expenditures and a list of value standards for volunteers can be found on page 8.

For Standard #3 please indicate (on application):

1. **Total Community Forestry Expenditures** _____

2. **Community Population** _____

Tree City USA Standard #3 Financial Worksheet

Community: _____   Year: _____

To calculate your community tree program expenditures, complete the financial worksheet below. All cash and in-kind expenditures for public tree care may be included.

1. Tree Planting and Initial Care

Include cost of tree purchases, labor (salaries, benefits & volunteer time), equipment for planting, planting materials, stakes, wrapping, watering, mulching, and competition control, etc. $ _____

2. Community Forest Management

Include pruning, public education, professional training, memberships, salaries/benefits, volunteer time, street and park tree inventory, pest management, fertilization, watering, etc. $ _____

3. Tree Removals

Include cost of saws and equipment, supplies, and labor (salaries/benefits and volunteer time. $ _____

4. Volunteer Time

Value of volunteer labor and other contributions from civic organizations that has not already been included in above categories. (See page 8 for volunteer labor rates.) $ _____

5. Administrative Expenses

Include salaries/benefits, volunteer time and all other costs of activities (not documented elsewhere) such as contract management, grant administration, supervision and other forestry program management activities. $ _____

Tree City USA Standard 3 Financial Worksheet (Cont'd)

6. Utility Expenses

    a) Line clearance per se is not tree maintenance. Utility trimming expenses are allowed only if the utility is a partner in the city's tree program and has implemented a tree planting program and complies with ANSI A300 pruning standards.

        6a. Enter amount here: $ _____

    b) The maximum allowed for utility expenses is $1 per capita.

    Enter the smaller amount—either 6a or the population of your city. $ _____

7. Undefined Costs

    a) Costs not already mentioned, such as storm cleanup, brush pick-up from non-public properties, chipping of brush from non-public properties, etc.

    Briefly describe:

        7a) Enter amount here: $ _____

    b) The maximum allowed for these other activities is $.50 per capita.

    Enter the smaller number—7a or the city population times .5. $ _____

8. Other

Include any expenses not already mentioned.

Briefly describe:

    $ _____

TOTAL COMMUNITY FORESTRY EXPENDITURES

    (Add budget figures in above right column together) $ _____

COMMUNITY POPULATION   _____

(To qualify for Tree City USA, total expenditures must be at least twice population. Transfer these two numbers to Standard #3 on application and include this sheet with application.)

Signed _____ ***Date*** _____

Title _____

TREE CITY USA®

Tree City USA Standard #3 Annual Work Plan 2005

An annual work plan outlining the community forestry work that was to be carried out during the year 2005 needs to be provided. The worksheet below contains a column for every month (January—December); within each column there are four dots which represent each of the weeks within the month. Consider using a copy of this form to plan next year's activities.

For each activity, place an "x" on top of the dots for each week of the year your community planned to be involved in that activity (each dot represents one week)

EXAMPLE

		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
1. Annual planning & review session													
a.	Prioritize work to be done	xxxx	. . . .	. . . .	. . . .	x. x.	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	xxxx
b.	Organize activities, people, dates	x. . .	. . . .	x. . .	. . . .	xx..	. . . .	x. . .	. . . .	x. . .	. . . .	. . . .	x x..

Please complete the worksheet below (or provide the information in a different format) and include it with your application for Standard #3.

Community: _____ **Year:** _____

		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
1. Annual planning & review session													
a.	Prioritize work to be done	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .
b.	Organize activities, people,	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .
c.	Budget planning /hearings	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .
2. Tree planting													
a.	Survey potential planting sites	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .
b.	Specify locations, species, cultivars	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .
c.	Notify adjacent property owners	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .
d.	Announce & hold public hearings	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .
e.	Create bid specifications/ solicit bids	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .
f.	Order trees	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .
g.	Receive, inspect, store trees	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .
h.	Plant trees, prune & stake	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .
i.	Water as needed	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .
3. Tree pruning													
a.	Survey trees, decide which to prune	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .

b.	Schedule crew, equipment, supplies	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .
c.	Schedule contract tree crews	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .
d.	Supervise pruning & disposal of brush	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .
4. Tree removals													
a.	Survey trees, decide on removals	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .
b.	Notify adjacent property owners	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .
c.	Announce & hold public hearings	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .
d.	Schedule crew, equipment, supplies	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .
e.	Schedule contract tree crews	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .
f.	Stump grinding, reseeding.	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .
5. Public relations													
a.	Report to municipal officials	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .
b.	News releases	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .
c.	News & TV coverage of events	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .
d.	Submit Tree City USA application	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .
e.	Plan, hold, publicize Arbor Day celebration	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .
6. Tree care tasks													
a.	Evaluate/schedule/repair irrigation system	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .
b.	Water most vulnerable trees during droughts	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .
c.	Fertilize deficient trees	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .
d.	Control diseases & insects impacting tree health	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .
e.	Remove stakes/tree wrap	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .
f.	Clean up storm breakage	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .
g.	Mulch trees	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .
h.	Control weeds	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .
7. Other tasks													
a.	Conduct youth education	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .
b.	Develop urban forestry grant projects	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .
c.	Complete urban forestry grant applications	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .
d.	Educational opportunities for tree commission	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .
e.	Training & safety education of tree workers	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .	. . . .

Tree City USA Standard #3 Accomplishment Report for 2005

While the work plan is what your city set out to do for the year, the accomplishment report is an opportunity to state what you were actually able to achieve and to quantify the progress that was made. Please check all of the "accomplishments" that apply, add any not listed, and indicate quantities where appropriate. *This Accomplishment Report also needs to be included with your application.*

Please check all that apply and indicate quantities where appropriate.

Community: _____   Year: _____

Accomplishment		_Accomplishment_
1. Adopted or Revised Community Tree Ordinance		8. Attended Educational/Training Programs (specify type and quantity)
2. Number of Trees Planted	_____	_____ _____
3. Number of Dead/Dying Trees Removed	_____	_____ _____
4. Number of Pruned/ Trimmed Trees	_____	_____ _____
5. Held Arbor Day Celebration	_____	9. Other: (Specify activity and quantity if appropriate)
6. Program Planning (Tree Committee Meetings)	_____	_____ _____
7. Distributed Educational Publications	_____	_____ _____
	(quantity)	_____ _____

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Revised 10/7/2005

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TREE CITY USA QUALIFYING EXPENDITURES

The following expenses for public tree care (street, park, cemetery) may be counted towards the $2 per capita requirement of Standard 3.

√ Administrative time
√ Arbor Day program
√ Chipping (maximum of $0.50 per capita)
√ Computer inventory software
√ Contract work
√ Equipment maintenance
√ Equipment purchases (large equipment can be depreciated over life span)
√ Equipment rental (chipper, bucket truck, stump grinder)
√ Fertilizing
√ Insect & disease control on trees
√ Insurance
√ Memberships in and donations to tree organizations
√ Mulching
√ Pick-up and/or chipping of tree trimmings from private properties (maximum of $0.50 per capita)
√ Prizes for Arbor Day contests
√ Tree pruning costs (excluding utility pruning)
√ Public education materials—brochures, newsletters, etc.
√ Staff salaries and benefits (or portion thereof) to accomplish the tasks listed on this page (subject to noted limits)

√ Stump removal
√ Survey or inventory expenses
√ Tree board salary (most are volunteer, some are paid)
√ Tree care conferences and workshops attended by community workers and/or volunteers
√ Tree purchases and planting
√ Tree removal (excluding utility removals)
√ Utility pruning and removals (maximum of $1 per capita)
√ Watering
√ Volunteer labor/time (see table below for rates)
√ Value of donated materials (including trees)

(Grant money expended for any of these items may be counted.)

Items *not* eligible toward Tree City USA
⊗ Lawn mowing
⊗ Leaf pick-up
⊗ Tree work on non-public property
⊗ Weed and brush control not related to planting areas (i.e. right-of-ways, etc.)

Determining Value of Donated Services

Labor Rates—Individuals performing tasks normally paid for, their actual rate of pay may be used.

Managerial, Administrative & Clerical Support Services
- Grant Project Manager/Coordinator $15.00/ hr
- Tree Committee Meetings (project planning, etc.) / Secretaries/Bookkeepers $10.00/hr (per member)

Professional Services
- Engineers & Lawyers $40.00/hr
- Consultants (Computer Programming, Urban Forestry, Landscape Design, Urban Planning, Marketing/Sales) $25.00/ hr

Forestry Related Project Services
- Volunteers under age 16 $5.15/hr
- Volunteers age 16 and older $8.00/hr

Equipment Rates— If city has a rate schedule for its equipment, those figures can be used instead.

- Chainsaw $35/day
- Trencher (for irrigation installation) / Truck Drivers/Heavy Equip. Operators $15/hr
- Backhoe/Loader $25/hr
- Gravel/Hoist & Water Truck $50/day
- Pickup $30/day
- Brush Chipper/Tree Spade/Stump Grinder   Contractor rate

STANDARD #4~ AN ARBOR DAY OBSERVANCE & PROCLAMATION

This standard requires that you observe and proclaim Arbor Day in your community and show documentation.

For Standard #4:

Please:

1. *Indicate (on application) date Arbor Day was observed* _____

2. *Attach a copy of your community's Arbor Day Proclamation for 2005.*

3. *Attach documentation that describes event (include items such as agenda, description of event/activities, press coverage and any other information that illustrates how your Arbor Day event was planned and/or carried out).*

FOR APPLICATION OR RECERTIFICATION

SIGNATURE & CITY INFORMATION

The application needs to be signed (on the line just below standard #4) by the person making the application. Also, fully complete the sections providing information regarding your community's Mayor (or equivalent) and the City Forestry Contact. That contact can be the parks supervisor, city maintenance person, public works director, city manager, volunteer, city forester, etc.

FOR APPLICATION OR RECERTIFICATION

SUBMIT FORMS TO

This year the Community Forestry Assistant in your area will be processing your application instead of IDL's Community Forestry Coordinator. So please submit completed application & forms, by __December 1, 2005__ to the Assistant in your area. Also, contact them for any questions you might have regarding your application.

North Idaho	*Southwest Idaho*	*Southeast Idaho*
Garth Davis	**Debbie Cook**	**Gerry Bates**
1726 E. 12th Avenue	4728 North Linda Vista Lane	2445 John Adams Parkway
Spokane, WA 99202	Boise, Idaho 83704	Idaho Falls, ID 83401
509-863-4766	208-378-6576	208-522-5964
garthdavis82@hotmail.com	Deb939@aol.com	gabates@cableone.net

APPLICATION CHECKLIST

TREE CITY USA APPLICATIONS

Your Tree City USA certification application or recertification application must include the following items. Note: Completing the preceding forms in this packet, will allow you to easily meet the documentation requirements for the application.

Completed application form

Standard 1: Tree Board or Department information (including Tree Board meeting dates)

Standard 2: Tree Ordinance*

Standard 3:

Financial Worksheets showing program expenditures/annual budget

2005 Annual Work Plan

2005 Program Accomplishments & Breakdown Budget

Standard 4:

Arbor Day proclamation

Arbor Day observance program/agenda and/or news coverage of event

* If your Tree Ordinance has not been revised since your last Tree City USA application, do not attach another copy. Your tree ordinance is on file in the Coordinator's office. All first-time applicants must include an ordinance with their application.

COMMUNITY FORESTRY IN IDAHO
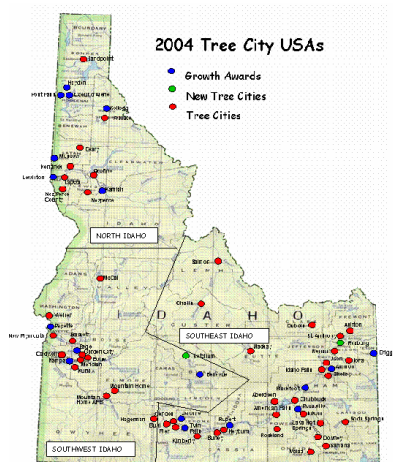
WHICH COMMUNITY FORESTRY ASSISTANT SERVES YOUR AREA?

NORTH IDAHO ~ Garth Davis ~ 509-863-4766
SOUTHWEST IDAHO ~ Debbie Cook ~ 208-378-6576
SOUTHEAST IDAHO ~ Gerry Bates ~ 208-522-5964

IDL COMMUNITY FORESTRY COORDINATOR
Dave Stephenson 208-666-8621

The **Tree City Growth Award** recognizes Tree City communities that have made a significant improvement in their tree care efforts. To be eligible, communities must have been a Tree City the previous year **AND** must have spent at least as much this year on their tree care program as last year[1]. In order to qualify for the Growth Award, communities must have completed activities listed in the Growth Award application which total 10 or more points. **Only those activities completed in the application year (2005) are eligible.**

Growth Awards are not intended to be achieved every year, but rather mark years when special projects or efforts have raised the level of tree care in the community. Please note that most activities are only eligible the first year they are implemented, unless they are significantly improved. For example, if your community started a continuing education program for staff (activity A8) in one year and used that activity to receive a Growth Award, you cannot use it again for a Growth Award in a subsequent year unless the program was significantly improved.

Please fill in all the information requested on the Growth Award application.

1. Use the amount shown on your previous year's Tree City application (under Standard #3) for the amount spent on your forestry program last year (2004).

2. For each activity that will earn points toward a Growth Award:
    -   List the activity number
    -   Name of the activity
    -   Number of points earned

3. Attach separate sheets to document and describe each activity as appropriate. You must supply a good explanation of the activity. Some examples are shown below.

4. Mail the completed Growth Award application and accompanying documentation to your Community Forestry Assistant **by December 1st** (see page 1 and 9 for mailing information).

Examples of good activity descriptions

B1 New Project or Organization—The City and area public schools have started a joint nursery project. The purpose of this project is to give students experience in the growing and caring of nursery stock. It is the feeling of the partners that when stock is ready for transplanting the school system or city will have the necessary sites where the stock can be used.

The educational portion of this venture will provide the students experience in the care and growing of the tree stock. This will also provide students with business experience when they sell their planting stock.

At present, the schools system will have the site on their property. The city will supply the compost for the beds and much of the mulch in the future.

The present site is 1 ½ acres with room for expansion. The spring of 1996 will see the first seedlings being installed. With this in place, it can only grow into a very worthwhile project. As the nursery develops, trees will be offered for sale to residents. Labor and supervision will be supplied by students and teachers of the school district.

B7 Engineering/Forestry Coordination—In 1995, the city adopted a sidewalk installation policy for the entire city. Previously, the city had no firm policy. Most subdivisions and commercial buildings developed in the last 25 years do not have sidewalks on their property. The city hired a consultant to determine which areas of the city most needed sidewalks. This year, the city began using the new plan and started installing sidewalks on both sides of the street.

Needless to say that after 25 years of being in place without sidewalks, neighborhoods and businesses expressed a lot of concern regarding the installation of the sidewalks. One of the many problems with installing the sidewalks were trees. The engineering technician and the city forester worked together in determining sidewalk locations to minimize impact on terrace and private property trees. A copy of the new sidewalk policy is enclosed.

Also starting in August of 1995, the city started planning for major improvements to be done to 3 streets [listed]. The city hired a consulting firm to do the engineering for the roadway improvements. The construction for the projects is scheduled for 1997 and 1998. It has been very important that the city forester has been included in the planning of these projects since the very beginning.

Enclosures: Notice of first public informational meeting, map of project locations and road improvement detail, public comment form, minutes of meeting, list of attendees, sidewalk repair policy with tree policies highlighted.

[1]Note— if community expenditures for this year's tree program are less than last year, but it was because of special projects or emergency situations, your community can still be eligible for a Growth Award. Provide an explanation for the reason spending is less this year than last.